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Meeting date 2/18/2020 | time 1:30-4 | Meeting location Chief Medical Examiner's Office

Type of meeting	Executive Committee	Attendees: Rhonda Siegel, Ann Landry, Jennie Duval, Marc Clement, Deb Samaha, Joe Ribsam, Vicki Blanchard, Sai Cherala
Facilitator	Marc Clement and Deb Samaha	
Note taker	Jessica Bates	

## AGENDA TOPICS

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Time allotted | 25 minutes | Agenda topic Case Selection |

This section was in non-public session. Two cases were selected and information has been shared with the full committee.

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Time allotted | 30 minutes | Agenda topic Discussion with Abby Collier |

Marc, Deb, and Jess had a call with Abby Collier to discuss which way the National Center is looking at reviews. The National Center is changing their format to move away from recommendations and more focus on the risk, preventative factors, objective findings and successes. Just because the National Center is moving towards this does not mean New Hampshire has to as well. A full committee discussion needs to happen to discuss how we would like to review cases.

Deb is going to check with Abby to see if she will have time to meet up on March 12, while Abby is in New Hampshire for other business.

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Time allotted | 5 minutes | Agenda topic How to best run full committee meetings |

- Review recommendations from previous meeting
- Move onto the new case(s)
  - Do review (ME, Law Enforcement, EMS/Fire, Schools, State Agencies, etc.)
  - Write down new recommendations.
- Next if time: discuss other Child Fatality Review business.

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Time allotted | 30 minutes | Agenda topic Subcommittees/ Work Groups |

- Ask Carolyn Fredette to come to future meeting to discuss what SUID/SDY is doing.
- Talked about developing three workgroups: Annual Report, Policies and Procedures, and Recommendations. Sai has offered to chair the annual report group, Ann the policies and procedures group and Deb the recommendations group. This will be a discussion at the full committee meeting.